

FM02b: Overpayment Adjustments

January 7, 2004

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This product includes software developed by the Apache Software Foundation (<http://www.apache.org/>).

1.1. Introduction

FM02b: Overpayment Adjustment design paper covers the functionality that allows users to view outstanding overpayments to a provider and manually adjust or correct these overpayments if necessary. Additionally, the batch program included in this topic gives the capability to reduce future payments that will be made to a provider based on a repayment schedule that is negotiated between the provider and the worker. This constitutes the automatic overpayment adjustment process and the user does not need to record manual adjustments to existing overpayments.

The worker can also choose to report an outstanding overpayment to the State Collections system instead of using a repayment schedule. For overpayments that are identified as sent to collections, the worker uses *FM01: Payment Request* page to complete the Invoice Request form (The A/R Specialist in Bureau of Fiscal Services uses the form to generate an invoice and establish a receivable in the WiSMART Receivable Subsystem (ARS)). When payments are still outstanding, workers can designate what repayment method should be used to recoup the overpayment. To designate a repayment method for individual overpayments, the repayment method for the Overpayment's Provider/County must be set to "Reduce by Individual Overpayments."

The Overpayment Status page, which is accessed from the Payment Request page, provides workers with a tool to manage recoupment of individual overpayments made to providers. This is discussed in detail in the *FM01 Process Payments* topic. Workers can also choose to recoup overpayments by reduce providers' future payments by a certain amount at the Provider/County level. This is described in the Topic Papers for the *PM02a: Home Provider* and *PM02b: Private Provider* pages.

The worker can review the outstanding overpayments and the previous overpayment adjustments to a provider by accessing the Create Provider Work page from the menu bar and then selecting Payment > Overpayment Adjustment > Provider Name. A worker can only modify those overpayments and adjustments that were created within their County. Selecting the radio button next to an overpayment row will display any previous adjustments associated with the overpayment in the Adjustment Information group box. Clicking on the [Adjust](#) hyperlink for an overpayment row will launch the Overpayment Adjustment page providing the worker the opportunity to review the overpayment before making a manual adjustment. The fields on this page will be disabled except for the Adjustment Amount and Description fields. The original overpayment amount will be displayed and the worker may enter the new adjustment amount. The amount entered must be a positive amount thereby decreasing the original overpayment amount.

1.2. Pages

1.2.1. Provider Overpayment Page

Provider Information

Provider: McGwire Outstanding Amount: (-\$1,864.67)

Provider ID: 20193 From: 01/01/2000 To: 01/01/2003 County: Milwaukee

Overpayment Information

Payment ID	Request Date	Case ID	Case Participant	Service	Amount	Status	
<input type="radio"/> 9222187	06/26/2002	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	(-\$260.67)	A	Adjust
<input checked="" type="radio"/> 9222190	06/26/2002	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	(-\$483.00)	A	Adjust
<input type="radio"/> 9222193	06/26/2002	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	(-\$483.00)	A	Adjust
<input type="radio"/> 9222196	06/26/2002	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	(-\$483.00)	A	Adjust

Adjustment Information

Adjust ID	Request Date	Case ID	Case Participant	Service	Amount	Status
9221010	06/26/2002	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	\$-15.00	A
9221000	03/01/2001	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	\$-15.00	A
9221005	03/01/2001	20258	Sampras, Child-Four	Foster Home - Gen. License 0-4 years old	\$-15.00	A

1.2.1.1. Page Overview

Navigation

The Provider Overpayments page is launched from the main menu by selecting Create > Provider Work > Payment (subject) > Provider Name. After the worker presses the Create button, the Provider Overpayments page is displayed.

Page Summary

The worker must define a date range for selecting all approved overpayment entries for the specified Provider. The Search button will initiate the search and display all overpayments in the Overpayment Information group box for the worker's county. Any overpayments or overpayment adjustments that do not match the county of the worker accessing the page are not displayed. If the worker accessing the page has the 'View All Counties' checkbox selected

as part of their security, the county dropdown is enabled and they may make request to retrieve overpayment rows for other counties. The View All Counties worker would first select a county from the dropdown field, enter a date range, and then select the Search button.

By selecting the radio button next to an overpayment entry, any previous overpayment adjustments will be displayed in the Adjustment Information group box. These adjustments may be manual adjustments that are user recorded through the Overpayment Adjustment page or may be generated by the batch process discussed in Section 1.4 which records adjustments based on a repayment schedule (The detailed processing about this batch is explained in Section 1.4.1). To select an overpayment entry for manual adjustment, the worker must click the [Adjust](#) hyperlink next to the overpayment row to launch the Overpayment Adjustment page.

1.2.1.2. Page Information

Box: Provider Information

Fields:

Provider:	Name of the provider; system retrieved based on the provider selected on the Create Provider Work page; not user editable.
Provider ID:	Unique identifier of the Provider; system retrieved based on the provider selected on the Create Provider Work page; not user editable.
Outstanding Amount:	Sum of the provider overpayments in the Overpayment Information group box minus any amounts that have been already recouped; not user editable.
From:	Begin date for overpayment search, user entered.
To:	End date for overpayment search, user entered.
County:	County of the Worker that accessed the page; disabled for workers without the User Group checkbox 'View all Counties' checkbox checked; user selected drop down for workers with the User Group checkbox 'View all Counties' checkbox checked.

Box: Overpayment Information

Fields:

Payment ID:	Unique identifier of the payment; system retrieved from id_pmnt on the PAYMENT table; not user editable.
Request Date:	Date the payment request was recorded; system retrieved from dt_rqst on the PAYMENT table; not user editable.
Case ID:	Unique identifier of the case; system retrieved from id_case on the PAYMENT table; not user editable.
Case Participant:	Full Last Name and the First Initial of the case participant; Retrieved from the PERSON table using id_prsn on the PAYMENT record; not user editable.

Service:	Type of service requested; system retrieved from the SERVICE_TYPE Table using cd_srvc on the PAYMENT record, select medium text description to display; not user editable.
Amount:	Amount of the original overpayment; retrieved from am_rqst on the PAYMENT table; not user editable.
Status:	Status of the overpayment; only approved overpayments are displayed and can be adjusted; retrieved from Approval table using id_pmnt from PAYMENT record; not user editable.
Box:	Adjustment Information
Fields:	
Adjust ID:	Unique identifier of the overpayment adjustment; system retrieved from id_pmnt on the PAYMENT_ADJUST table; not user editable.
Request Date:	Date the overpayment adjustment request was recorded; system retrieved from dt_rqst on the PAYMENT_ADJUST table.
Case ID:	Unique identifier of the case; system retrieved from id_case on the PAYMENT_ADJUST table; not user editable.
Case Participant:	Full Last Name and the First Initial of the case participant; Retrieved from the PERSON table using id_prsn on the PAYMENT_ADJUST record; not user editable
Service:	Type of service requested; system retrieved from the SERVICE_TYPE Table using cd_srvc on the PAYMENT_ADJUST record, select medium text description to display; not user editable.
Amount:	Amount of the overpayment adjustment; retrieved from am_rqst on the PAYMENT_ADJUST table.
Status:	Status of the overpayment adjustment; pending and approved adjustments will be displayed; retrieved from Approval table using id_pmnt from PAYMENT_ADJUST table.
Links:	Adjust Launches the Overpayment Adjustment page
Buttons:	Close Standard Close Processing
	Search Retrieves the overpayment records from the PAYMENT table and the associated the Adjustments for each overpayment.

1.2.1.3.Background Processing

1. To select the Overpayments and Payment Adjustments that populate the group boxes, first check to see if PAYMENT.CD_CNTY_NEW = WORKER.CD_OFC_DIV or PAYMENT_ADJUST.CD_CNTY = WORKER.CD_OFC_DIV for the worker that is logged in. If the Counties do not match, then do not display the Overpayment or Payment Adjustment on the page.

2. To populate the Overpayment Information group box, select the overpayment(s) for this provider from the PAYMENT table. Read PAYMENT table using id_prvd_org selected in the Provider Information group box, where am_rqst is negative and CD_RECOUP = "O" (i.e., outstanding). The approved overpayment rows are the only items that may be adjusted by the worker. Therefore, verify if the final approval status of this overpayment is "Approved" by accessing the APPROVAL table for the selected id_pmnt.
3. Display the selected rows in the Overpayment Information and Adjustment Information group boxes in reverse chronological order.
4. When the user selects a row, display any previous overpayment adjustments, both pending and approved, for this overpayment from the PAYMENT_ADJUST table in the Adjustment Information group box. Read PAYMENT_ADJUST where ovpmnt_id_pmnt on PAYMENT_ADJUST = id_pmnt of PAYMENT AND PAYMENT_ADJUST.cd_recoup = X (previous adjustment) AND PAYMENT_ADJUST.cd_pmnt_stat <> "C" (i.e., Not canceled overpayment adjustments). The original overpayment and any adjustments are linked by storing the original overpayment ID on each payment adjustment row.
5. To select an overpayment for adjustment, the user will click on the [Adjust](#) hyperlink of the desired entry. This process will launch the Overpayment Adjustment page.

1.2.1.4. Save Processing

There is no save processing associated with this page.

1.2.1.5. CRUD Matrix

Table Name	CRUD
PROVIDER_ORG	R
PAYMENT	R
PERSON	R
SERVICE_TYPE	R
APPROVAL	R
PAYMENT_ADJUST	R
WORKER	R

1.2.2.

Overpayment Adjustment Page

Overpayment Adjustment -- Web Page Dialog

eWiSACWIS Print Spell Check Help

Payment Request Identification

Payment ID: 9222190 Request Date: 06/26/2002 County: Milwaukee

Creator: Batch Program ☐ Overpayment Repaid

Provider Information

Provider: McGwire Invoice Number:

Provider ID: 20193 Invoice Date: 00/00/0000

Case Participant Information

Case: Sally Sampras Case ID: 20258

Participant: Child-Four Sampras Participant ID: 20929 Worker: Brendt Banana

Service Information

Service Category: Fstr Hm General Original Amount: \$-483.00

Service Type: FH-GenLic 0-4 Approved Adjustments: \$45.00

Start Date: 03/01/2001 Pending Adjustment: \$0.00

End Date: 03/31/2001 Adjustment Amount: \$20.00

Overpayment Source Number: Basic: \$-211.40 Exceptional: \$-196.00

Description: Admin: \$0.00 Supplemental: \$-75.60

Options:

1.2.2.1. Page Overview

Navigation

The Overpayment Adjustment page is launched by the clicking on the [Adjust](#) hyperlink on the Provider Overpayments page.

Page Summary

The Overpayment Adjustment page allows the worker to review the original overpayment before making any manual adjustments. The Payment Request Identification, Provider, Case Participant, and Service Information are retrieved from the Payment table. All fields will be disabled except the Adjustment Amount and Description fields. The original overpayment amount is displayed as well as the total of any previous adjustments (both pending and approved) to this overpayment. The worker will enter the new adjustment amount in the Adjustment Amount field. This amount reduces the amount of the original overpayment. Note that the new Adjustment Amount plus any previous adjustments cannot exceed the original overpayment amount.

For example, a worker discovered that Provider A was overpaid by \$100. The worker would generate an overpayment from the Payment Request page including all Payment, Provider, Case Participant, and Service Information required and enter a negative amount for -\$100. If the amount owed by Provider A should have been \$75 and not \$100, the worker would see the Original Amount = \$100 and the Previous Adjustments = 0. The worker must enter \$25 in the Amount field thereby reducing the original overpayment amount of \$100 to \$75. Again, the total amount of the new adjustment plus any previous adjustments cannot exceed the amount of the original overpayment. This page is also used to reduce the overpayment amount to reflect the receipt of a check from a provider. The check amount is entered in the Adjustment Amount field while the check number can be entered in the Description field. A worker can only make adjustments for overpayments that correspond to the County they work in. For example, a Dane County worker can only make adjustments on overpayments that were created for Dane County.

1.2.2.2. Page Information

Box: Payment Request Identification

Fields:

Payment ID:	Unique identifier of the overpayment; retrieved from id_pmnt on the PAYMENT table; not user editable.
Creator:	Name of the worker who created the overpayment; retrieved from the PERSON table using id_cr on the PAYMENT record; not user editable.
Request Date:	Date the overpayment was initially recorded; retrieved from dt_rqst on the PAYMENT table; not user editable.
Overpayment Repaid:	Indicates that this overpayment was fully repaid/recouped; retrieved from fl_repaid on the PAYMENT record; not user editable.
County:	County for which the Payment (Overpayment) Request was made; retrieved from cd_cnty_new on the PAYMENT record; not user editable.

Box: Provider Information

Fields:

Provider:	The name of the provider; retrieved from the PROVIDER_ORG table using id_prvd_org on the PAYMENT record; not user editable.
Provider ID:	Unique ID of the Provider; retrieved from id_prvd_org on the PAYMENT record; not user editable.
Invoice Number:	The control number from the provider's invoice; allows the user to link the overpayment back to an invoice originally paid for; retrieved from id_inv on the PAYMENT table; not user editable.
Invoice Date:	The invoice date from the provider's invoice, allows the user to link the overpayment back to an invoice originally paid for;

retrieved from dt_invnc on the PAYMENT record; not user editable.

Box: Case Participant Information

Fields:	Case:	Case Name; retrieved from the CASE table using id_case on the PAYMENT record; not user editable.
	Participant:	Name of the Case participant who received the services; retrieved from the PERSON table using id_prsn on the PAYMENT record; not user editable.
	Case ID:	Unique case identifier; retrieved from id_case on the PAYMENT record; not user editable.
	Participant ID:	The unique identifier for the case participant; retrieved from id_prsn on the PAYMENT record; not user editable.
	Worker:	Name of primary worker for the case; retrieved from the PERSON table using id_prsn_wrkr on the PAYMENT record; not user editable.

Box: Service Information

Fields:	Service Category:	Service Category for which the overpayment was recorded; retrieved from the CODE_DESC table by selecting the service category that is linked to the cd_srvc on the PAYMENT record; not user editable.
	Service Type:	Service Type for which the overpayment was recorded; retrieved from SERVICE_TYPE table using the cd_srvc on the PAYMENT record; not user editable.
	Start Date:	Beginning date of the service for which the overpayment was recorded; retrieved from dt_pmnt_begin on the PAYMENT record; not user editable.
	End Date:	End date of the service for which the overpayment was recorded; retrieved from dt_pmnt_end on the PAYMENT record; not user editable.
	Original: Amount	The amount of the original overpayment recorded; retrieved from am_rqst on the PAYMENT record; not user editable.
	Approved: Adjustments	The total amount of previous approved adjustments retrieved from the Payment Adjustment table; system derived by totaling all the payment adjustments that are made against this overpayment; not user editable.
	Pending: Adjustments	The total amount of previous adjustments that are pending an approval retrieved from the Payment Adjustment table; system derived by totaling all the payment adjustments that are

made against this overpayment; not user editable.

Adjustment Amount:	The amount of the new overpayment adjustment; user entered currency field; saved to am_rqst on the PAYMENT_ADJUST table; required field.
Basic:	The portion of the original overpayment that was classified as “Basic” amount; retrieved from am_basic on the selected PAYMENT record; not user editable.
Exceptional:	The portion of the original overpayment that was classified as “Exceptional” amount; retrieved from am_excpt on the selected PAYMENT record; not user editable.
Admin:	The portion of the original overpayment that was classified as “Admin” amount; retrieved from am_admin on the selected PAYMENT record; not user editable.
Supplemental:	The portion of the original overpayment that was classified as “Supplemental” amount; retrieved from am_suppl on the selected PAYMENT record; not user editable.
Overpayment Source Number:	The cross-reference number (the check number) entered by the user to link the overpayment record to an already issued check number; system retrieved from tx_ovp_ref on the PAYMENT record; not user editable.
Description:	The description of the overpayment adjustment recorded; retrieved from tx_pmnt_dscr on the PAYMENT_ADJUST table; user editable.

Options:

Approval	Standard Approval Processing
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Buttons:	Save	Standard Save Processing
	Close	Standard Close Processing

1.2.2.3. Background Processing

1. Using id_pmnt from the row selected on the Provider Overpayments page, read PAYMENT table and retrieve the overpayment to populate the Overpayment Adjustment page.
2. Display the selected overpayment by retrieving the supporting data and disabling all fields except the Adjustment Amount and Description fields allowing a worker to enter an amount to reduce the original overpayment amount.

3. Display the original overpayment amount in the *Original Amount* field; read the PAYMENT_ADJUST table and select all rows where PAYMENT.id_pmnt = PAYMENT_ADJUST.ovp_id_pmnt AND PAYMENT_ADJUST.cd_pmnt_stat <> "C". Add the amounts for all outstanding overpayment adjustments (i.e., sum the PAYMENT_ADJUST.am_rqst) and display in the *Previous Adjustments* field.
4. Once the amount has been entered into the Overpayment Adjustment page, the request must be approved. The worker accesses the Approval page from the Options dropdown field (see *CM19: Approvals*).
5. Verify that the adjustment amount entered plus the sum of the previous adjustments do not exceed the original overpayment amount. The absolute value of the original amount must be greater than or equal to the sum of previous adjustments plus the new adjustment amount at all times. If this condition is not satisfied display an error message.
6. The Amount field only accepts (+) values.

1.2.2.4. Save Processing

1. Save Processing is initiated by clicking on the Save command button. Save processing is also initiated when selecting the Close button, and then answering 'Yes' when the system asks the user if they would like to 'Save changes before closing the page.'
2. When the worker clicks on the Save button, the information on the Overpayment Adjustment page is written to the PAYMENT_ADJUST.
3. Write a new row in the PAYMENT_ADJUST table setting the following fields and using the original overpayment row information to populate the remaining required fields:

id_pmnt = Unique identifier from NEXT_NUM (Adjustment row ID or Adjust ID)

am_rqst = New amount entered (must be positive)

cd_pmnt_type = 'D'

dt_rqst = System date

fl_non_sys_disb_post = 'N'

cd_recoup = 'X' (adjustment)

cd_adjst_type = 'M' (Manual Adjustment)

ovp_id_pmnt = id_pmnt from original overpayment on Payment

tx_pmnt_dscr = new adjustment description entered.

If PAYMENT.am_state = PAYMENT.am_rqst on the original overpayment record, then Set PAYMENT_ADJUST.am_state = PAYMENT_ADJUST.am_rqst and Set PAYMENT_ADJUST.am_fed = 0.

Else If PAYMENT.am_state + PAYMENT.am_fed = PAYMENT.am_rqst AND (Absolute Value of PAYMENT.am_fed > 0) on the original overpayment record, then Set PAYMENT_ADJUST.am_state = (PAYMENT.am_state / PAYMENT.am_rqst) * PAYMENT_ADJUST.am_rqst. Also, Set PAYMENT_ADJUST.am_fed = PAYMENT_ADJUST.am_rqst – PAYMENT_ADJUST.am_state.

Else Set PAYMENT_ADJUST.am_fed = 0 AND Set PAYMENT_ADJUST.am_state =0.

Once the original overpayment to be adjusted is located, get all the remaining information to populate the rest of this PAYMENT_ADJUST record from that PAYMENT record.

4. Upon final approval of an overpayment adjustment,

IF the absolute value of the original amount is equal to the sum of approved previous adjustments with PAYMENT_ADJUST.cd_pmnt_stat <> "C" plus the new approved adjustment amount,

THEN Update PAYMENT.cd_recoup = "R" (to designate that the selected overpayment is fully recouped) AND Update PAYMENT.fl_repaid = "Y."

1.2.2.5.CRUD Matrix

Table Name	CRUD
PROVIDER_ORG	R
PAYMENT	RU
CASE	R
PERSON	R
SERVICE_TYPE	R
APPROVAL	CR
PAYMENT_ADJUST	CR

1.3. Inventories

1.3.1. Table Descriptions

Table Name	Description
APPROVAL	The APPROVAL table stores information about all Approvals in WiSACWIS. All related WiSACWIS processes build and maintain this data.
CASE	A CASE is the focus of every human services business activity. A case is created as a result of intake work and can be one of three types: individual (which includes TPR and Adoption cases), family, and DHFS provider or other provider. The CASE table contains case relations, address and approval information. Processes of SM04 (Maintain Case) and SM05 (Close Case) create and maintain case records.
PAYMENT	PAYMENT table stores data about authorization of payment to provider. Payment can be associated with service episode or contract item. Processes of FM01 (Process Payment Requests) build and maintain this information.
PAYMENT_ADJUST	The PAYMENT_ADJUST table stores detailed information about adjustments made against provider overpayments. Processes of FM01 (Process Payments) maintain and update this information.
PERSON	This PERSON table maintains information that identifies an individual known to DHFS or the county child welfare division such as name, date of birth, social security number, race, sex, etc. A PERSON can be a WORKER, REPORT PART, REFERRAL PART, CASE PART or PROVIDER PART. Primary search processing is centered around this data. Processes of CM01 (Manage Person) build and maintain this information.
PROVIDER_ORG	This table maintains information pertaining to a PROVIDER ORG, facility or vendor. Data includes name and address information, placement preferences and home condition description. Records in PROVIDER ORG table are created in PM02a/b (Maintain Home/Private Provider) and updated in PM04a (Licensing Home Provider).
SERVICE_TYPE	SERVICE TYPE table maintains information associated with

	any defined category of provider service offered by DHFS or the county organization including training requirements, standard rate (across all provider organizations) and license requirements etc., associated with providers. Processes of PM01 (Maintain Services) and WiSACWIS table maintenance build and maintain this data.
WORKER	The WORKER table maintains information pertaining to an individual (PERSON) who is employed by a county or DHFS and is in a job class that provides services and/or a job class that receives WiSACWIS-defined work assignments. The information is created in CM18 (Manage Worker).

1.3.2. Reference Data

1.3.2.1.Drop Downs

Field: County
Table: CD DESC

1.3.2.2.List Boxes

None

1.3.3. Automated Messages

None

1.3.4. Checklists

None

1.3.5. Ticklers

None

1.3.6. Notifications

None

1.3.7. Text Templates

None

1.3.8. Reports

1.3.8.1.Overpayments to be Sent to Collections

1.3.8.2.New Provider Overpayments

1.3.8.3.Outstanding Overpayments

1.3.8.4.Overpayment Adjustments in a Check Run

1.3.9. Triggers

None

1.4. Batch Programs

1.4.1. Adjust Overpayments Based on Repayment Plan

Program Name: b-fm02b-adjust-overpayments

Script Name: b-fm02b-00.script

Process Summary: This batch program processes the outstanding overpayments to a provider. The program flags the overpayments to be reported to the State Collections System or creates overpayment adjustments that reduce the future payments that will be made to a provider.

Provider repayment methods can be designated at two levels; 1) Payee/County, and 2) Individual Payment. The methods for repayment at the Payee/County level are; 1) Reduce by individual overpayments, 2) Reduce by all overpayments, and 3) Reducing by a designated monthly amount. A repayment method cannot be designated for an individual overpayment unless the Payee/County designation is 'Reduce by Individual Overpayments.' The methods for repayment at the individual overpayment level are; 1) Reducing future payments by the payment request's total overpayment amount, and 2) Reducing future payments by a specific amount. Workers can also designate that a specific overpayment be sent to collections.

The batch will read the preferred method of repayment as designated on the *PM02a: Home Provider* or *PM02b: Private Provider* pages or if applicable on the *FM01: Payment Request* page and process the outstanding overpayments accordingly. If the worker has designated that a specific overpayment be sent to the State Collection System, this batch program will flag that specific overpayment to be reported for Collections.

The licensing worker may negotiate a repayment plan with the payee, so a certain dollar amount will be reduced on a monthly basis from the future payments that are due to the payee. If this is negotiated for a specific

overpayment, the batch will record overpayment adjustments against that specific overpayment. If this is negotiated at the Payee/County level, the batch process will record overpayment adjustments against the first overpayment. This will continue monthly until that overpayment is recouped. Thereafter the batch process will record overpayment adjustments monthly against the next overpayment until that overpayment is fully recouped.

In recording the adjustments, the batch will copy the County code associated with the overpayment to the adjustment record. The licensing worker can change the monthly amount that will be reduced via the Home Provider, Private Provider, or Payment Request pages. This gives the licensing worker the flexibility to increase the amount or take out no money for a certain period of time if necessary (e.g., around Christmas time).

Frequency: Monthly.

Dependencies: This batch program needs to run after FM01 – Calculate Ongoing Amounts batch program and before FM02 – Create Pending Checks batch program.

Input Files: cycle-date-override

Output Files: None

Database Tables:	APPROVAL	C, R
	NEXT NUMBER	R, U
	PAYMENT	R, U
	PAYMENT_ADJUST	C, R
	PROVIDER_ORG	R
	PROV_REPMNT_MTHD	R

Process Description:

This batch program consists of three sections. The first section flags the overpayments that will be reported to the State Collection System. The second and third sections record adjustments against the overpayments to those providers with which the licensing worker has negotiated a repayment plan.

1. Select an approved overpayment record from the PAYMENT table (need to verify through the APPROVAL table) with PAYMENT.cd_recoup = “O” (outstanding) and PAYMENT.am_rqst < 0.
2. Verify if the overpayment is finally approved by checking if APPROVAL.cd_stat = “A” on the APPROVAL table row WHERE APPROVAL.id_wrk_type = PAYMENT.id_pmnt AND APPROVAL.cd_wrk_type = “1” (i.e., work type = Payment).

3. For the selected PAYMENT record, read PAYMENT id_payee and SELECT PROVIDER_ORG.cd_ovp_mthd WHERE PROVIDER_ORG.id_prvd_org =PAYMENT.id_payee.
4. For the selected overpayment, determine if the payee is receiving positive payments during the time period. If no positive payments are being generated for the payee, overpayment adjustments are not created.

Section I

5. If PROVIDER_ORG.cd_ovp_mthd = "C" (i.e., Send to Collections radio button is selected on the Provider Maintenance page), then Update PAYMENT.cd_recoup = "C" (i.e., Report to Collections) and PAYMENT.dt_ovp_prcs = current system date.
6. Search for other approved PAYMENT records that have PAYMENT.cd_recoup = "O" for the same id_prvd_org selected. UPDATE those PAYMENT records with PAYMENT.cd_recoup = "C" and PAYMENT.dt_ovp_prcs = current system date.

Section II

7. If PROVIDER_ORG.cd_ovp_mthd = "R" (i.e., Reduce Future Payments radio button is selected on the Provider Maintenance page), then Read PROVIDER_ORG.am_reduce. If am_reduce = 0, then skip to the next overpayment record. This means that there will not be any reductions made to a payment issued to the payee for the current month.
8. If PROVIDER_ORG.cd_ovp_mthd = "R" AND PROVIDER_ORG.am_reduce >0, then the batch program creates an overpayment adjustment that will equal PROVIDER_ORG.am_reduce for the last month. In order to make sure that the monthly overpayment adjustment amount is taken off from the payee payments, the batch checks the sum of the overpayment adjustments that have already been posted in the last month. This is done by adding up the PAYMENT_ADJUST.am_rqst for this id_payee -passed from the PAYMENT record- recorded in the last month.

The batch will select all the PAYMENT_ADJUST records with PAYMENT_ADJUST.cd_pmnt_stat <> "C" (i.e., not canceled) and add the PAYMENT_ADJUST.am_rqst of the selected records for the last month (based on PAYMENT_ADJUST.dt_rqst).

The batch will also copy the PAYMENT.cd_cnty_new value to the PAYMENT_ADJUST.cd_cnty field.

If the sum of the adjustments made in the last month are greater than or equal to PROVIDER_ORG.am_reduce, then skip this provider (i.e., necessary adjustments have already been made).

If the sum of the adjustments made in the last month is less than PROVIDER_ORG.am_reduce, then create a new PAYMENT_ADJUST record with the following attributes.

id_pmnt = Unique identifier from NEXT_NUM (Adjustment row ID or Adjust ID)

am_rqst = PROVIDER_ORG.am_reduce **OR** PAYMENT.am_rqst (whichever is smaller) – (sum all adjustments in the last month)

cd_pmnt_type = 'D'

dt_rqst = System date

fl_non_sys_disb_post = 'N'

cd_recoup = 'X' (adjustment)

cd_adjst_type = 'B' (Batch Adjustment)

tx_pmnt_dscr = "Adjusted by Batch"

ovp_id_pmnt = id_pmnt of the oldest outstanding overpayment

(PAYMENT.cd_recoup = "O") for this provider. Find the oldest overpayment record based on PAYMENT.dt_rqst date on each of the outstanding overpayment records.

This will enforce that the oldest outstanding overpayments get recouped earlier.

If PAYMENT.am_state = PAYMENT.am_rqst on the original overpayment record, then Set PAYMENT_ADJUST.am_state = PAYMENT_ADJUST.am_rqst and Set PAYMENT_ADJUST.am_fed = 0.

Else If PAYMENT.am_state + PAYMENT.am_fed = PAYMENT.am_rqst AND (Absolute Value of PAYMENT.am_fed > 0) on the original overpayment record, then Set PAYMENT_ADJUST.am_state = (PAYMENT.am_state / PAYMENT.am_rqst) * PAYMENT_ADJUST.am_rqst. Also, Set PAYMENT_ADJUST.am_fed = PAYMENT_ADJUST.am_rqst – PAYMENT_ADJUST.am_state.

Else Set PAYMENT_ADJUST.am_fed = 0 AND Set PAYMENT_ADJUST.am_state = 0.

Once the original overpayment to be adjusted is located, get all the remaining information to populate the rest of this PAYMENT_ADJUST record from that PAYMENT record.

9. There may be overpayment records that are partially adjusted but may need further adjustments until they are fully recouped (i.e., PAYMENT.cd_recoup = "R"). Therefore, the outstanding portion of an overpayment that is not yet fully recouped is calculated by subtracting the sum of PAYMENT_ADJUST.am_rqst from all records WHERE PAYMENT_ADJUST.cd_pmnt_stat <> "C" AND PAYMENT_ADJUST.ovp_id_pmnt = PAYMENT.id_pmnt (i.e., subtract the sum of previous adjustments that have been already made against this overpayment)
10. If the PROVIDER_ORG.am_reduce is greater than the amount on the specific overpayment record being adjusted (PAYMENT.am_rqst), then create PAYMENT_ADJUST record as described above AND flag the original overpayment as fully recouped by setting PAYMENT.cd_recoup = "R" and PAYMENT.fl_repaid = "Y". In this case, (PROVIDER_ORG.am_reduce – PAYMENT.am_rqst) still needs to be reduced, so search for the next outstanding AND oldest (based on PAYMENT.dt_rqst) overpayment record to adjust. If there are no other overpayment records for the same provider, then search for next outstanding overpayment record for a new provider and start from the beginning of Section II.

Section III

11. If PROVIDER_ORG.cd_ovp_mthd = "A" (i.e., Reduce by All Outstanding Overpayments radio button is selected on the Provider Maintenance page), then Update PAYMENT.cd_recoup = "R" and PAYMENT.fl_repaid = "Y" and PAYMENT.dt_ovp_prcs = current system date.
12. Search for other PAYMENT records that have PAYMENT.cd_recoup = "O" for the same id_prvd_org selected. UPDATE those PAYMENT records with PAYMENT.cd_recoup = "R" and PAYMENT.fl_repaid = "Y" and PAYMENT.dt_ovp_prcs = current system date. Then for each of the Payment records updated in 10 and 11, create a new PAYMENT_ADJUST record with the following attributes.

id_pmnt = Unique identifier from NEXT_NUM (Adjustment row ID or Adjust ID)

am_rqst = Payment.am_rqst (for the original overpayment) - sum of all payment adjustments made against this overpayment

cd_pmnt_type = 'D'

dt_rqst = System date

fl_non_sys_disb_post = 'N'

cd_recoup = 'X' (adjustment)

cd_adjst_type = 'B' (Batch Adjustment)

tx_pmnt_dscr = "Adjusted by Batch"

ovp_id_pmnt = Payment.id_pmnt

If PAYMENT.am_state = PAYMENT.am_rqst on the original overpayment record, then Set PAYMENT_ADJUST.am_state = PAYMENT_ADJUST.am_rqst and Set PAYMENT_ADJUST.am_fed = 0.

Else If $\text{PAYMENT.am_state} + \text{PAYMENT.am_fed} = \text{PAYMENT.am_rqst}$ AND (Absolute Value of $\text{PAYMENT.am_fed} > 0$) on the original overpayment record, then Set $\text{PAYMENT_ADJUST.am_state} = (\text{PAYMENT.am_state} / \text{PAYMENT.am_rqst}) * \text{PAYMENT_ADJUST.am_rqst}$. Also, Set $\text{PAYMENT_ADJUST.am_fed} = \text{PAYMENT_ADJUST.am_rqst} - \text{PAYMENT_ADJUST.am_state}$.

Else Set $\text{PAYMENT_ADJUST.am_fed} = 0$ AND Set $\text{PAYMENT_ADJUST.am_state} = 0$.

Once the original overpayment to be adjusted is located, get all the remaining information to populate the rest of this PAYMENT_ADJUST record from that PAYMENT record.

13. When a PAYMENT_ADJUST record is created by the batch process, associated approval rows are also created in the database. Insert two rows in the APPROVAL table, first with APPROVAL.cd_actn and cd.stat = "I" and the second with APPROVAL.cd_actn and cd_stat = "A". Set $\text{APPROVAL.id_wrk_type} = \text{PAYMENT_ADJUST.id_pmnt}$. Set $\text{APPROVAL.cd_wrk_type} = "33"$ (i.e., work type = Overpayment Adjustment) and set $\text{APPROVAL.id_wrk_type} = \text{PAYMENT_ADJUST.id_pmnt}$.

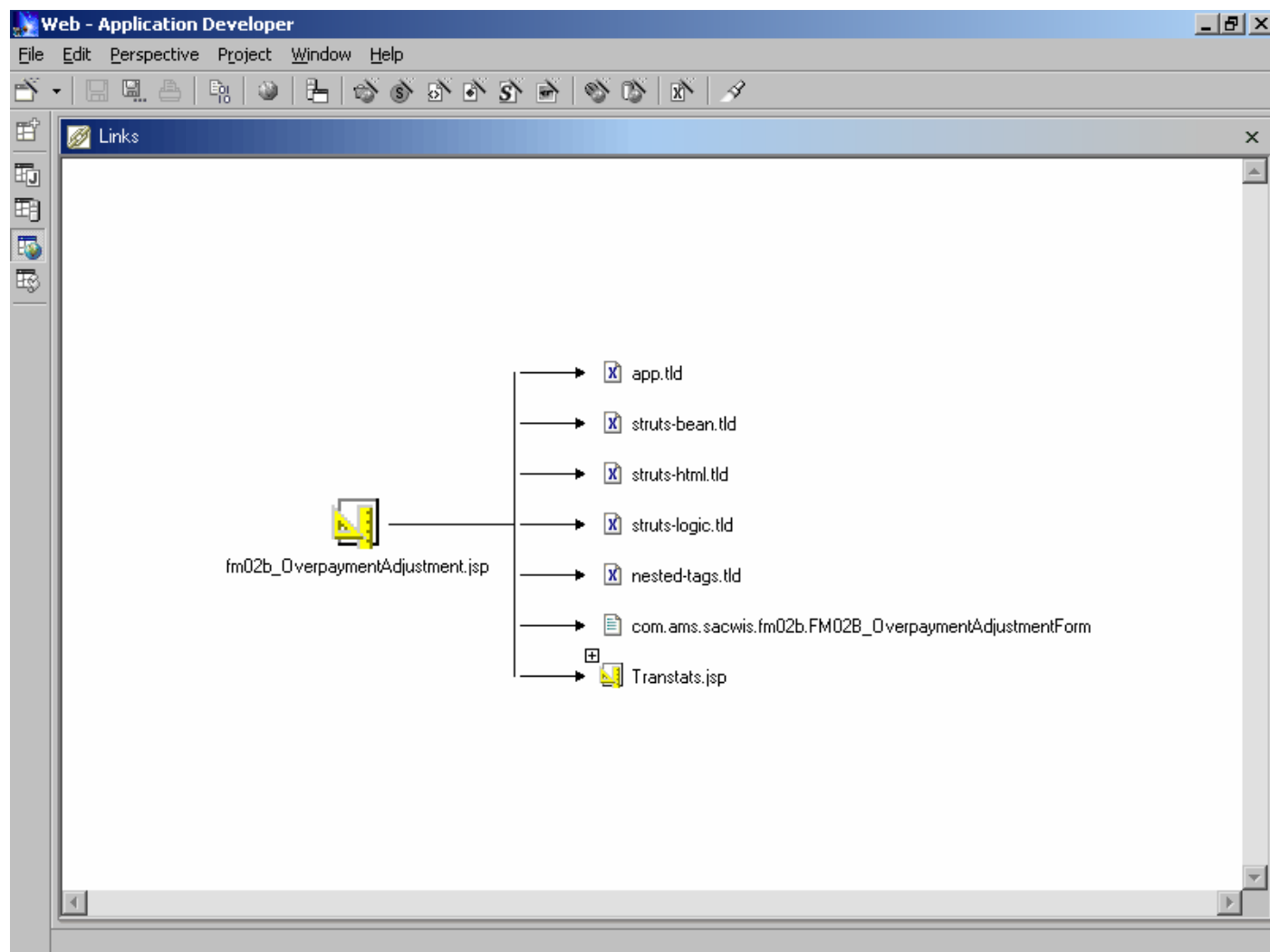
1.5. Online Components

1.5.1. User Interface Components

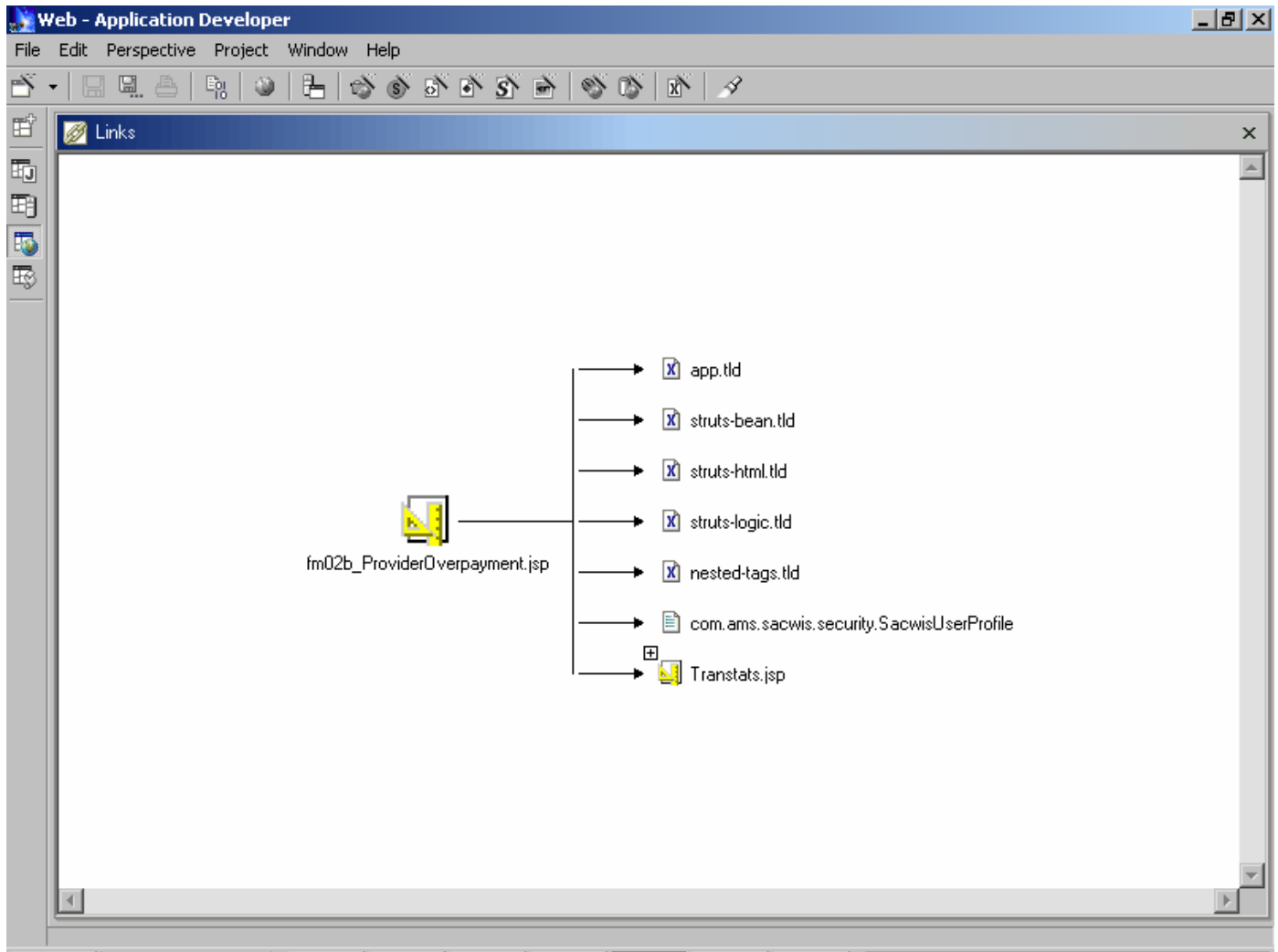
There are two primary JSPs for the FM02b (Overpayment) topic, fm02b_OverpaymentAdjustment.jsp and fm2b_ProviderOverpayment.jsp. Each has a corresponding JavaScript file.

Below are the link diagrams of the Overpayment Adjustment and Provider Overpayment pages.

fm02b_OverpaymentAdjustment.jsp



fm02b_ProviderOverpayment.jsp

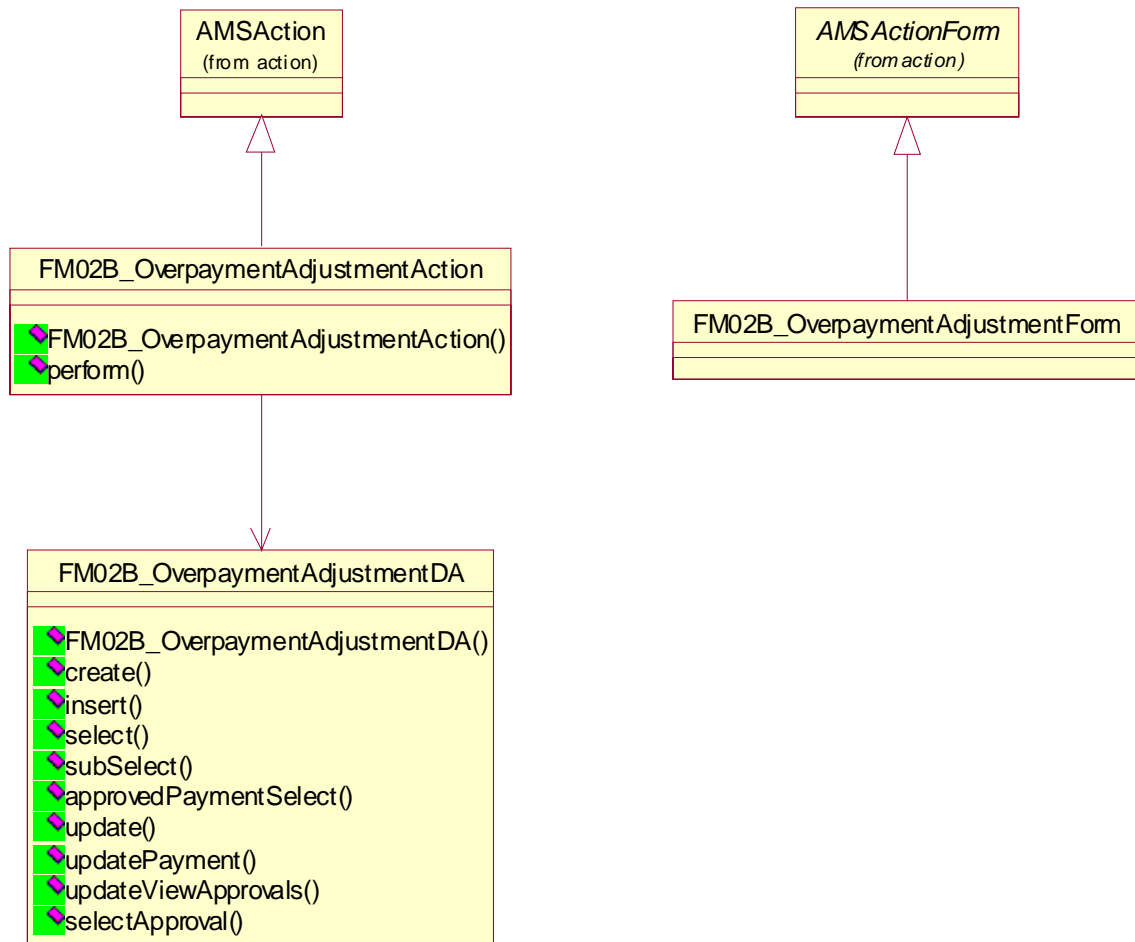


1.5.2.

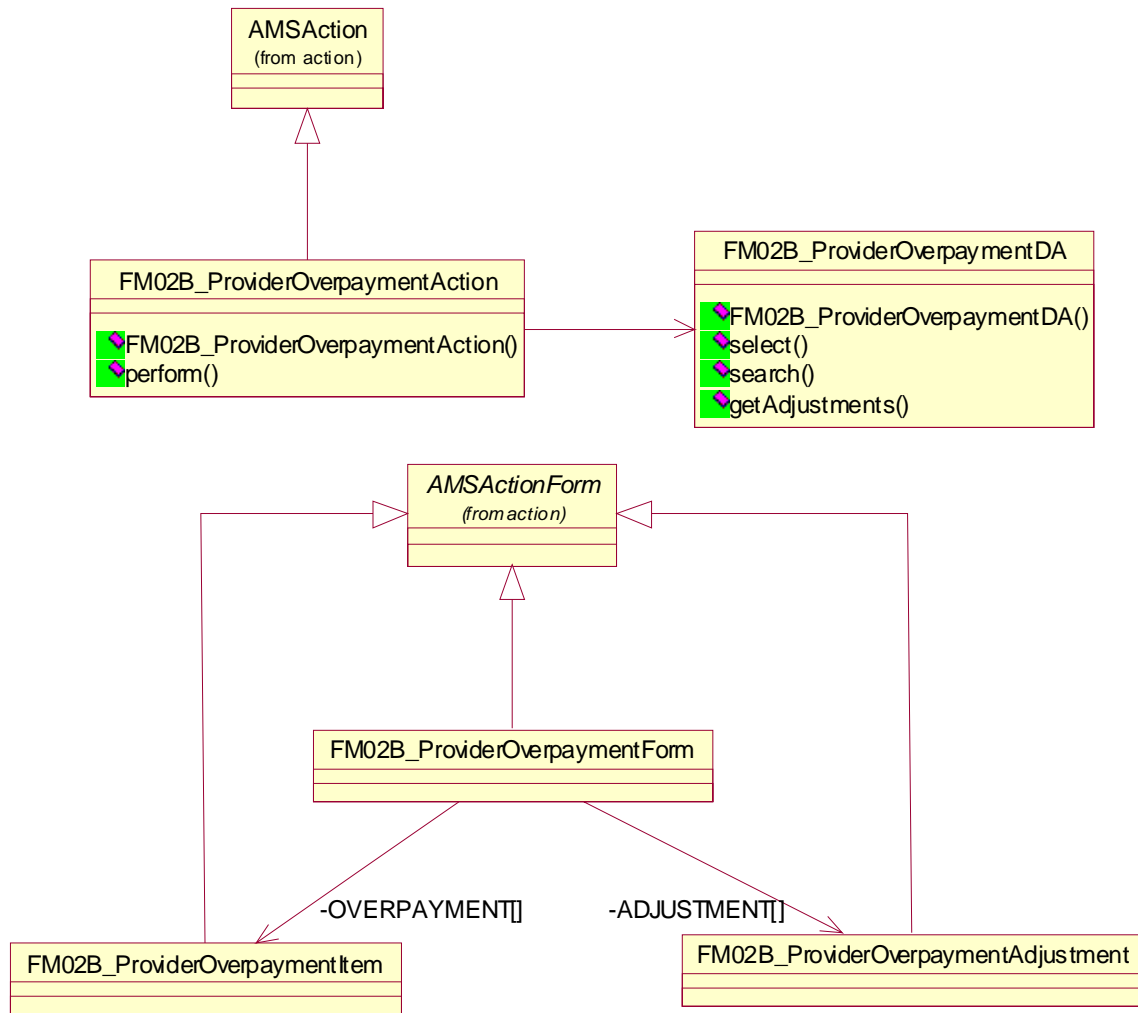
Java Components

Below is the Class diagrams for the FM02B (Overpayment) topic. There are two distinct “families”. One that services all the Over payment Adjustment transactions and another that services all the Provider Overpayment transactions.

Main Classes involved in Overpayment Adjustment transactions.



Main Classes involved in Provider Overpayment transactions.



Below is a brief description of each of the Java Classes:

Type	Name	Comment
Action Class	FM02B_OverPaymentAdjustmentAction	Standard Action Class.
Data Access	FM02B_OverPaymentAdjustmentDA	Standard Data Access Class.
Form	FM02B_OverPaymentAdjustmentForm	Data container for Overpayment Adjustment information.
Action Class	FM02B_ProviderOverPaymentAction	Standard Action Class.
Data Access	FM02B_ProviderOverPaymentDA	Standard Data Access Class
Form	FM02B_ProviderOverPaymentForm	Aggregate Data container for Provider Overpayment information.
Form	FM02B_ProviderOverPaymentItem	Sub form of Provider Overpayment Form. Data container for Provider Overpayment Item information.
Form	FM02B_ProviderOverPaymentAdjustment.	Sub form of Provider Overpayment Form. Data container for Provider Overpayment Adjustment information.